

POSITION OF FINANCIAL MANAGEMENT SPECIALIST AND TECHNICAL ADVISOR FOR FAMILY AND CRIMINAL JUSTICE

The Justice Law and Order Sector (JLOS) is a sector wide approach adopted by Government of Uganda in 1999 to improve the administration of justice, maintenance of law and order and strengthen the rule of law in Uganda. JLOS thus brings together all institutions charged with the administration of justice, maintenance of law and order and human rights.

JLOS programmes are supported through the sector wide approach to planning, budgeting, programme implementation, monitoring and evaluation with a shift of focus from institutional interests to sector wide strategic interests through a rationalized application of resources from the Government of Uganda and Development Partners.

JLOS is a reform programme run under a common investment plan, whose short term strategic objectives include adherence to the rule of law, fostering a culture of human rights, access to justice, reducing the incidence of crime and contributing to economic development. In the long term, JLOS strategic objectives will be narrowed to three strategic objectives of strengthening policy and regulatory frameworks, access to justice and fostering a human rights culture and accountability to bring them in line with the National Development Plan.

JLOS is overseen by the Leadership Committee, Steering Committee and Technical Committee with a secretariat made of different advisors who support the four thematic areas of criminal, land, commercial and family justice.

JLOS therefore, wishes to recruit two advisors (consultants) to wit the Technical Advisor for Family and Criminal Justice and Financial Management Specialist on the terms indicated below:

1 TECHNICAL ADVISOR- FAMILY AND CRIMINAL JUSTICE

Description of the Services

The Technical Advisor, Criminal and Family Justice will provide technical leadership and guidance necessary for successful implementation of the Criminal and Family Reform Programme as follows:

1. Develop researched strategies for effective implementation of the Criminal and Family Reform Programme.
2. Coordinate the development of action plans and budgets for the Criminal and Family Reform Sub-Programmes.
3. Provide technical advice for the implementation of Criminal and Family Reform Sub-Programmes.
4. Contribute to the development of the monitoring and evaluation system particularly for the Criminal and Family Reform

Programmes.

5. Monitor and evaluate the implementation of the Criminal and Family Reform Programmes.
6. Prepare quarterly, semi-annual and annual monitoring and evaluation reports on Criminal and Family Reform Programmes.
7. Identify and forward constraints to achievement of the Criminal and Family Reforms to the relevant Committees and Working Groups for redress.
8. Prepare analysed and comprehensive progress reports on Criminal and Family Justice Programmes within the overall reform program for the Semi annual and Annual reviews.
9. To provide secretarial services to the Criminal and Family Justice Working Group and other sector meetings.
10. Perform any other duty that may be assigned from time to time.

Qualifications;

The successful candidate should have

- A master's degree in law from a recognized university.
- A thorough understanding of contemporary legal and justice reforms in developing countries such as Uganda.
- A thorough understanding of family and criminal justice issues.
- At least five years' experience in programme implementation, legal or access to justice reforms.
- Experience working with Donor agencies.
- Excellent knowledge of the public sector and sector-wide approaches to reform.
- Understanding of the public sector planning in Uganda

The successful candidate should have the following skills:

- Proficiency in the use of standard computer software, including Microsoft Word, Excel and PowerPoint;
- Excellent presentation skills;
- Highly developed inter-personal and analytical skills;
- A high level of self-motivation and
- Team player; and
- Excellent writing, research and reporting skills

Terms and Conditions

The successful applicant will be offered a one year contract on competitive terms tenable at the JLOS Secretariat.

Mode of Application

Interested applicants are directed to submit their applications together with photocopies of their citations and two letters of reference to:

The Solicitor General Ministry of Justice and Constitutional Affairs Plot 1, Parliamentary Avenue KAMPALA, UGANDA

Candidates may also submit soft copies of their applications to: pgadenya@jlos.go.ug

All applications must be received not later than 4.00 p.m. on **13 April 2011**

FINANCIAL MANAGEMENT SPECIALIST

Description of the Services

1-The role of the Financial Management Specialist (FMS) will be to:

- i) Coordinate and control activities in the management strategy, bearing in mind existing initiatives e.g. the Integrated Financial Management systems of Ministry of Finance, Planning & Economic Development;
- ii) Schedule implementation in an orderly, logical and timely fashion;
- iii) Submit periodic reports to the Technical and Steering committee, providing status and highlighting problem areas of the implementation;
- iv) Prepare terms of reference for the out-sourced work;
- v) Drive issues to resolution;
- vi) Ensure successful implementation of the management strategy.

Key Responsibilities

2. Key responsibilities of the FMS include:

- i) In the short term – oversee the implementation of key procedures to strengthen accountability measures, particularly in regard to non-tax revenue and use of imprest;
- ii) Development of training and incentives programme based on needs identification in financial management to enhance capacity and enable retention of skilled staff into the sector;
- iii) Develop systems for budget planning process and facilitate preparation and develop the annual Budget Framework Paper working closely with the sector budget working group, with particular regard to fiscal policy analysis and linkages to the sector objectives, inputs, output and outcomes;
- iv) Develop mechanisms for monitoring and tracking utilization of sectoral funds;
- v) Analyze and submit nancial reports on sectoral programmes including analysis of budgets and budgetary trends for the sector and advice on the overall financial aspects of the sector;
- vi) In the long term, provide strategic guidance and oversee implementation of the broad sector financial management strategy, on an annual basis.
- vii) Prepare sectoral budget framework paper and other nancial report as demanded by Government of Uganda and Development Partners.

Qualifications and Experience

The qualified candidate should have the following qualifications:

- A Financial Management qualification and membership of CPA, ACCA, CIMA, or equivalent. A Masters in Accounting and Finance will be added advantage.
- Must possess proven experience of Project Planning & Management Skills in Public Sector or with an International Organisation for a period of not less than 5 years
- Good interpersonal skills, excellent communication (written and spoken) and presentation skills.
- A high level of self-motivation, flexibility and ability to work under very tight deadlines.
- Ability in a cross cultural and disciplinary environment and be a team player.
- Sufficient professional experience and mature enough to provide strategic direction and gain the cooperation of both policy and technical level staff in the sector (preferably 35 years of age).
- Competence in the use of standard computer software, including Microsoft word, excel, access and power point.

Additional Skills

The successful candidate should have the following skills:

- Proficiency in the use of standard accounting software and programmes, computer software, including Microsoft Word,
- Excel and PowerPoint; Excellent presentation skills;
- Highly developed inter-personal and analytical skills; and
- A high level of self-motivation and
- Team player
- Excellent research capabilities

Terms and Conditions The successful applicant will be offered a three year contract on competitive terms tenable at the JLOS Secretariat.

Mode of Application

Interested applicants are directed to submit their applications together with photocopies of their academic qualifications and two letters of referenceto:

**The Solicitor General
Ministry of Justice and Constitutional Affairs
Plot 1, Parliamentary Avenue
KAMPALA, UGANDA**

Candidates may also submit soft copies of their applications to: pgadenya@jlos.go.ug All applications must be received not later than 4.00 p.m. on **April 13th 2011**